

# PLANO SENIOR HIGH SCHOOL

2200 Independence Parkway  
Plano, Texas 75075

**Sarah Watkins**  
**Principal**

**469-752-9300**

May 2014

Dear Senior Parents:

As we approach the conclusion of this school year and senior graduation activities **on June 11th at 2:00**, we want to thank you for your support and cooperation during your student's years at Plano Senior High School, and we hope that the final days will be a positive time for everyone. In that regard, we are soliciting your support and cooperation to ensure that we have a graduation ceremony of which we can all be proud.

We treat the ceremony with the serious dignity it deserves. We believe our seniors will conduct themselves in a proper manner during the graduation ceremony, and we will advise them of our expectations for behavior and dress to help address any questions they may have. We would also appreciate your support of the expectations which are printed below.

To ensure cooperation from the **audience** and to reinforce the expectations for behavior of the graduates, we will follow the procedures listed below in order to provide an atmosphere of dignity and honor.

1. Identified disruptive students will be removed from the ceremony.
2. Spectators identified as causing crowd disruptions will be removed from the convention center. Noise makers such as air horns, bells, whistles, etc. are **prohibited**.
3. Major disruptions will halt the ceremony until order is restored.

Graduation is a highlight of your student's public school education. We want this ceremony to be special for you and your family, and we will do everything possible to make it a positive, dignified experience.

Sincerely,

Sarah H. Watkins  
Principal

Incl: Expectations  
Graduation Details/ Activities  
Convention Center Arena Map

**CLASS OF 2014**

## Student Expectations for Graduation Ceremony

### Conduct

The purpose of the Commencement Program on June 11th is to honor the Plano Senior High School Graduating Class of 2014 in a dignified manner. Seniors should conduct themselves in a way that will bring credit to themselves and to their classmates.

This ceremony is not the place for foolishness, pranks, rude behavior, or other disruptive acts. Chewing gum, sunglasses, food, radios, cameras, cellular telephones, iPods/MP3 players, games, toys, etc. are **prohibited**.

### Attire

- The **maroon gown and cap** with maroon and white tassel are required to participate in graduation.
- **Girls** are expected to wear dresses or dress slacks and appropriate shoes or dress sandals.
- **Boys** are expected to wear dress trousers, dress shirts, ties, and appropriate dress shoes and socks.
- Lettering, extra tassels and/or decorations will not be allowed on caps or gowns.
- Shorts will not be allowed.
- Athletic shoes or flip flops are prohibited.
- No visible body piercing (other than ears).
- No cell phone.

### Consequences:

**Failure to meet these expectations will result in disciplinary action, which may include removal from the ceremony, and/or a conference with school officials before a diploma is issued.**

-----I  
have read the above requirements and agree to abide by them. **I understand that deviations from these standards will result in disciplinary action which may include removal from the ceremony** and/or a conference with school officials before my diploma is issued.

Please Print: ID# \_\_\_\_\_

This form will be signed in the sub school when your student picks up his/her Exit Form and graduation practice card (pink).

\_\_\_\_\_  
Last Name

\_\_\_\_\_  
First Name

\_\_\_\_\_  
Middle Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date



Check Graduation Webpage for graduation updates <http://k-12.pisd.edu/schools/pshs/Admin/graduation.htm>  
or call 469-752-9300

May 30	4:15 pm-5:30 pm 8-8:50 & between classes	<b>Pass out Senior Checkout Form in Sub School</b>	Sub School
June 3-June 6	9 a.m. – 1 p.m.	<b>Finals</b>	
June 3	1:15 p.m.	<b>Graduation Rehearsal – mandatory</b> (Associate Principal Glenn Davis – 469-752-9401)	Gym
June 3	9:00 a.m. – 4:00 p.m.	<b>EXEMPT Senior and Special Program Student Check-Out (Exit Process) (469-752-9315) (Closed 12:30-2:00)</b>	Counseling
June 4-6	9:00 a.m.-4:00 p.m.	<b>Senior Check-Out (Exit Process) (Closed 12:30-1:00)</b>	Counseling
June 11	1:00 p.m. - Seniors in place (Exhibit Hall A) 2:00 p.m. - Ceremony	<b>Graduation</b> (Principal Sarah Watkins -- 469-752-9303)	Dallas Convention Center
June 12 forward	8:30 a.m. – 3:00 p.m. Monday - Thursday	<b>Diploma and Cover Pick-Up</b> – June 12 in B 200 Throughout the summer months – front office, Building B	B 200 Front Office
June 13	School Closed	<b>Summer Hours-Office will be open Monday-Thursday</b>	

**Senior Exit:** THE EXIT PROCESS IS REQUIRED FOR GRADUATION and **begins** in the SUB SCHOOL. Each graduating senior must meet with his/her counselor to check out. By this time, all school property must have been returned and any outstanding fees paid. Please remember that **we will only accept cash or money orders now, no personal checks or debit/credit cards.** During the checkout (exit) meeting, your child will be given his/her graduation participation/seat assignment card (green card required the day of graduation in order to access the arena floor) and six guest tickets will be provided at this time.

**Directions & Parking:** The Dallas Convention Center is located at 650 South Griffin Street, Dallas. Directions are available on the Plano Senior High School graduation website. The cost to park at the Convention Center is \$12, and the surrounding parking lots are \$10 per vehicle (cash or Credit card). Families and graduates are encouraged to take DART.

**Seating:** Graduating seniors must arrive and be positioned in lines by 1:00 p.m.; the Plano Senior High School graduation ceremony will begin promptly at 2:00 p.m. Students should go directly to their line assignments to prepare for the processional, and we request audience members proceed to the arena seating area. Admission tickets are required for attendees, and graduates must bring their green seating/participation cards with them to gain entry to the arena floor. Each graduate will be issued six tickets for their friends/family when they withdraw from Plano Senior High School. Additional tickets may be obtained from other students who may not be attending the ceremony or may not be using all six of their tickets. There are no reserved seats, and we request that you not save seats for others. Handicapped seating for limited mobility will be available on the arena floor. Due to limited special needs seating, we request that only one other member of your party accompany and sit with the individual requiring seating in this area. Please make arrangements for one family member to meet your graduate in Exhibit Hall A after the ceremony (reminder – graduates will not be permitted to carry cell phones into the ceremony).

**Graduation Photographs/Videotaping:** We request that guests remain seated during the graduation ceremony. Attendees are welcome to take photographs and video from their seats. Flash Photography will photograph each graduate and will mail proofs at no charge within a few days of the ceremony. Orders can be placed on the Flash Photography website:  
[www.flashphotography.com](http://www.flashphotography.com).

**Professional DVD and Live Video Stream:** This year Plano Independent School District will be offering DVDs of the ceremony and a video stream will be provided by Channel 8. Information regarding these two opportunities is posted on the school website in [k-12.pisd.edu/schools/pshs/admin/graduation.htm](http://k-12.pisd.edu/schools/pshs/admin/graduation.htm).

**Diplomas:** Graduates will not receive diplomas during the graduation ceremony but may pick them up in B 200 on Thursday June 12 from 8:30 am-3:00pm. Beginning June 16 diplomas will be available in the Plano Senior High School office (8:30 am – 4:30 pm, Monday through Thursday). Graduates must produce photo IDs and all outstanding fees must be paid before diplomas will be released. If a parent wishes to obtain the diploma, picture identification is required and a signed note from the graduate authorizing the school to release the diploma to the specific parent.



## Plano Senior High School Graduation

Wednesday, June 11, 2:00 PM • Dallas Convention Center